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August 20, 2020

## **RFP ADDENDUM # 1**

### **RE: Request for Proposals – Steel Fabrication Inspection Services 2020**

The Request for Proposals (RFP) for the above-mentioned services has been modified to clarify the RFP by addressing the following questions:

1. Pages 23 & 24 of 98 in the RFP indicate that this is the Cost Proposal, but it is not shown as Attachment P. Please confirm that Pages 23 & 24 of the RFP are to be considered as Attachment P.

**A: Yes, this is Attachment P: Cost Proposal.**

2. Per the Proposal Substantive Content, Section E – Key Personnel, “Included behind each resume must be an affidavit certifying the inspector’s qualifications as outlined in Section III – Consultant Personnel Qualifications of the Scope of Work.” Can VTrans provide an example Affidavit template, with the specific language VTrans is requiring, for our team to sign and submit behind their resume?

**A: VTrans does not require or provide a standard template, however the affidavit shall include language similar to the following:**

**“This affidavit certifies that the attached resume reflects the experience, education and certifications for *(insert inspectors name here)* and that he/she meets the requirements of this contract and is qualified to perform the work specified.”**

**The affidavit must then be signed by the inspector and principal of the firm.**

3. We would like to submit a question for clarification after reviewing the Request for Proposals (RFP): Steel Fabrication Inspection Services 2020 and associated documentation, including but not limited to:
- Attachment C: Standard State Provisions for Contracts and Grants dated December 15, 2017
  - Attachment E: 2020 General Terms and Conditions for Contracts and Services

For the purposes of clarifying the contract terms and conditions, are the services for this contract considered Design/Engineering Professional Services or Non-professional Services?

**A: The services provided under this RFP and associated contract(s) are Design/Engineering in nature and are considered Professional Services.**

Sincerely,

*Doreen L. Carminati*

Doreen L. Carminati  
Administrative Services Manager III

cc: Contract Manager  
Project File